



The City of Morgantown

389 SPRUCE STREET
MORGANTOWN, WEST VIRGINIA 26505
(304) 284-7431 TDD (304) 284-7512
www.morgantownwv.gov

January 29, 2013

**RE: CU13-03 / Leech / 206 Spruce Street
Tax Map 29, Parcel 18**

Dear Property Owner:

The City's Planning and Zoning Code requires notification of property owners within two-hundred (200) feet of a site where certain land development and/or land use decisions are required by the Planning Commission or Board of Zoning Appeals.

Request by Douglas Leech for a conditional use approval for "Lodging or Rooming House" use located at 206 Spruce Street. A map is enclosed with this letter illustrating the location of the subject site.

The **Board of Zoning Appeals** will consider this request at a public hearing on:

**Wednesday, February 20, 2013 at 6:30 PM
City Council Chambers, City Hall, 389 Spruce Street**

Project Description:

The petitioner seeks to change the use of the structure at 206 Spruce Street from a "Professional Services Establishment" use to a "Lodging or Rooming House" use, which requires conditional use approval by the Board of Zoning Appeals.

Should you have any questions concerning this petition or require special accommodations to attend the hearing noted above, please call the Planning Division at 304-284-7431 or email to shollar@cityofmorgantown.org. Written comments may be submitted to this email address or by mail to the Planning Division address noted above.

The agenda for this hearing and related staff reports will be posted on the City's website, www.morgantownwv.gov, approximately one week before the hearing.

Respectfully,

Stacy Hollar
Executive Secretary

Enclosure: Site map

**CASE NUMBER:
CU13-03 / Leech / 206 Spruce Street**

